

Connecticut General Assembly
JOB OPPORTUNITY
Legislative Analyst
African-American Affairs Commission (AAAC)

PLEASE FOLLOW THE SPECIFIC APPLICATION FILING INSTRUCTIONS AT THE BOTTOM OF THIS PAGE!

Open To: The Public
Location: Hartford
Hours: Full-Time
Salary: Commensurate with Experience
Closing Date: August 9, 2013

General Knowledge:

The State Connecticut African- American Affairs Commission (AAAC) seeks to fill the position of Legislative Analyst. Responsibilities include researching, reviewing and analyzing legislation including the state budget; researching community organizations serving the African-American community in Connecticut; conducting surveys; preparing reports and submitting testimony; monitoring legislative meetings, hearings and legislative bills; attending Commission meetings, and other administrative duties.

Preferred Skills and Ability:

The Legislative Analyst requires excellent oral and written communication and interpersonal skills. Cultural competency with respect to the African-American communities is required. Bachelor's degree required. Public policy background and state government knowledge is a plus. Must be able to work well under pressure and interact effectively with elected officials, staff, commissioners, volunteers and the public.

Excellent State of Connecticut fringe benefits package available. Salary commensurate with experience.

Application Instructions:

Please send resume, cover letter, and salary history to be received no later than August 9, 2013 to:

Glenn A. Cassis, Executive Director,
African-American Affairs Commission
210 Capitol Avenue, Suite 509,
Hartford, CT 06106
or email to
Glenn.Cassis@cga.ct.gov .

The AAAC is an equal opportunity employer.

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.